FOR MYSORE STATE

Pub (RDP) III (1956) Department.

Ms. SERIES.

G.O. No. 1587

Dated 4-5-56

Passed
R
Supt.

[Despatch Abstract.]

C.D - C.P, N.E.S and L.D Works Schemes - Temporary staff sanctioned for the Collector's office, South Kanara Dist - Continuance - Sanction of additional staff - Orders - Issued.

Board of Revenue (FP):

Subject.

Establishment - Local Development Works, Community Projects, National Extension Service Schemes - Temporary staff sanctioned for Collector's Offices, District and sub-treasuries and other subordinate offices - continuance - beyond 29.2.1956 - Proposals - submitted.

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21 MAR 1956

RURAL DEVELOPMENT PROJECTS), PUBLIC DEPT

Ref.No.F.P.VII-C.4240/56-1

Station: Madras.

Dated: 14-3-1956.

From

Sri M.V. Subramanian, I.C.S., Commissioner of Land Revenue and Development.

To

Sri A. Somasundaram, B.A., Additional Secretary, Board of Revenue.

Read: G.O.Ms.No.2308, Public dated 25.11.1954.
G.O.Ms.No.392, Public dated 11.2.1955.
G.O. Ms.No.1177, Public dated 5.4.1955.
G.O.Ms.No.2545, Public dated 16.8.1955.
G.O.Ms.No.4026, Public dated 20.12.1955.

Read also:-

From the Collector of South Kanara, Ref.No.32843-55 dated 1.1.56.
Government Memo.No.68726-RDP III/56-1 dated 6.1.1956.
From the Collector of South Kanara, Ref.No.20505/55 (1) d.12.1.56.
-do- d.31.1.1956.
-do- d. 7.2.1956.
Government Memo. No.14624-RDP III/56-1 dated 11.2.1956.
-do- 68726 RDP III/55-2 dated 27.2.1956.
Board's Ref.No.9393-A/56-1 dated 27.2.1956 and 29.2.1956.

Reference:-

Submitted to the Government in continuation of the Board's references cited.

2. The statistics furnished by the Collector justify the retention of the original staff sanctioned in the G.O. first cited and supplemented in the G.Os. cited second, fourth and fifth. The Board therefore recommends the Collector's proposal so far as this staff is concerned and requests that the Government may be pleased to sanction the retention of the following staff for a further period of one year from 1.3.1956 or till the necessity ceases whichever is earlier.

1 Deputy Tahsildar
5 Upper Division Clerks
1 Typist and 1 Peon.

3. The statement enclosed with the Collector's letter dated 12.1.1956 gives particulars in respect of 7 upper division clerks (M-1 to M-7) in the Development Section whereas the Government have sanctioned only 5 upper division clerks in their orders cited including the one sanctioned in the G.O. cited last. The Collector is being asked to furnish further particulars. A further report in the matter will be submitted on receipt of the Collector's report.

4. With reference to para 3 of G.O.Ms.No.4026 Public dated 20.12.55 the Collector has furnished the particulars in his letter dated 7.2.1956 in respect of the additional typist and Lower Division Clerk applied for by him. The Board considers that there is justification for the employment of a typist and Lower Division

P.T.O.

Clerk and recommends their employment for a year from 1.3.1956 or till the necessity ceases whichever is earlier.

xx xx

V. K. Balakrishnan 17/3/56

For Additional Secretary.

To: The Secretary to Government, Public (RDP) Department, Fort St. George, Madras-9. (paras 1 to 4 only).
The Collector of South Kanara (with enclosures).

kk.15-3.b 17.3.1956

Ref. Ml. 20505/55 South Kanara Collector's Of:
Mangalore dt. 7.2.1956

...

From To

Sri M.G. Raja Ram, I.A.S., Collector of South Kanara.

The Addl. Secretary to Government, Public (R.D.P) Department, Fort St.George, MADRAS 9

THROUGH
The Secretary to the Commissioner of Food Production, Board of Revenue, Food Production, Chepauk, MADRAS 5 (in duplicate)

...

Sir,

ESTABLISHMENT - Temporary - South Kanara District - Local Development works - Community Project and National Extension Service - Additional staff for Collector's Office - Further report - Submitted.

Ref: 1. This office Ref.Ml. 20505/55 dt. 8.9.55
2. Board's Ref.T.P.VII.C. 37067/55-1 dt. 1.10.1955
3. G.O.Ms. No.4026 Public (R.D.P) Department dt. 20.11.1955

p294 (R)

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In para 3 of their order cited 3rd, the Government have called for details regarding the number of typists and clerks working in this office in the fair copying section, the monthly average number of pages (double line foolscap size pages) typed by each of the typists during the last six months to enable the Government to examine the proposals for sanctioning one additional L.D.C. and a typist for this office applied for in this office reference cited.

2. There are at present 6 typists and 2 L.D.Cs for comparing work in the Fair copy Section of this office. A statement showing the number of double line foolscap pages received by each typist in each month from July 1955 to January 1956 and the average number of double line foolscap pages received by each typist per month and per day is enclosed. It is seen from these statistics that on an average each typist is typing 47 to 48 pages of double line foolscap size papers per day. In Govt. Revenue Department Memo No. 49212/L/53-1 dt. 29.6.1953 communicated in B.P.Pt. 5064 dt. 9.7.53 the normal outturn prescribed for a typist

is about 25 pages of double or 13 pages of single line foolscap pages per day. According to this standard, 11 typistse are required for this office, whereas only 6 typists are working at present. The work in the Fair Copy section of this office has increased considerably on account of a large number of statements, periodicals and reviews etc. prepared in the Development Section of this office. The existing typists find it impossible to cope with the increased work though they attend office early in the morning and sit up late at night. There is also a slight deterioration of in the quality of work on account of increase in the quantity of work. All the fair copies prepared by the 6 typists have to be compared by only two L.D.cs (comparers) who also find it very difficult to complete all the drafts received in the course of the day. Consequently ordinary and sometimes even urgent drafts are unavoidably delayed. The Government have been pleased to sanction the special staff for the preparation of the Second Five Year Plan in G.O. 235 Pub (P & D) dt. 23.1.56 and the work in the Fair Copy section will considerably increased when the staff begins to work. Therefore, in the interest of work only the barest minimum additional staff consisting of one typist and one L.D.C. (for comparing work) was applied for, for the fair copying section of this office in my letter cited 1st.

3. Having regard to the facts mentioned above, I suggest that the Government may be pleased to sanction the posts of one typist and one L.D.C. (for comparing work) for this office from the date of appointment till 29.2.57 or till the need for it ceases whichever is earlier to cope with the increase of work connected with C.P., National Extension Service and Local Development works.

4. I request the favour of very early orders in

the matter.

Yours faithfuly,

8.2.56

Encls. Statement 1 For Collector

Statement showing the Number of double line foolscap pages typed in the Fair Copying Section of the South Kanara Collector's Office, Mangalore from July 1955 to January 1955

Typist	July 1955	August 1955	September 1955	October 1955	November 1955	December 1955	January 19
No.I	1195	1108	1170	1162	1169	1294	1211
No.II	1206	1104	1162	1168	1104	1296	1216
No.III	1180	1126	1212	1140	1214	1269	1210
No.IV.	1262	1164	1216	1163	1216	1291	1204
No. V	1184	1061	1124	1123	1114	1278	1190
No.VI.	1179	1051	1209	1130	1250	1226	1149
Total	7206	6614	7093	6886	7067	7648	7210
Average for each Typist per month	1201	1102	1182	1148	1178	1275	1202
Average for each typist per day @ 25 working days per month	48	44	47	46	47	51	48

8.2.56

E.R.8.2. For Collector

IN DUPLICATE
Development Urgent.
Ref:-Mi-20505/55(1)

South Kanara Collector's Office,
Mangalore, dt. 16i- 1956

From
Sri M.G.Raja Ram, I.A.S.,
Collector of South Kanara.

To
The Secretary to the Commissioner of Food Production,
Board of Revenue, Chepauk, Madras.-5.

Sir,

Local Development works N.E.S. and Community Projects--Staff in the Collector's Office--Divisional and Taluk offices Dt.Treasury and sub Treasuries continuance--appointment of additional staff--proposals submitted.

Ref:-1. G.O.Ms.No.2308 Public dt. 25-11-54
2. G.O.Ms.No.2177 Public dt. 5-4-55
3. G.O.Ms.No.2545 Public dt. 16-8-55.
4. G.O.Ms.No.3125 Public (RDP) dt. 7-10-55.
5. G.O.Ms.No.4026 Public dt. 20-11-55.

The sanction for the ministerial staff sanctioned for the Collector's Office Divisional and Taluk office, Dt.Treasury and the Sub treasuries for work connected with Local Development works, N.E.S. and Community Projects expires on 29-2-56. The details of the existing staff are furnished below.

Particulars of staff		G.O. in which the staff was sanctioned and continued.
Collector's Office,		
Dy.Tahsildar	1.	Sanctioned in G.O.Ms.No.2308 Public dt. 25-11-54 G.O.Ms. No.2545 Pub. dt. 16-8-55 and G.O.Ms.No.4026 Pub.dt. 20-11-55 continued in G.O.Ms.No.1177 Public dt. 5-4-55.
U;D.Ds.	4.	
Typist	1	
Peon	1	
Divisional Offices.		
U. D.C.	1 for R.D.O's office, Coondapoor.	Sanctioned in G.O.Ms. No. 2308 Public dt. 25-11-54 and continued in G.O.Ms. No.1177 Pub. dt. 5-4-55.
U.D.C.	1 for R.D.O's o ffice, Puttur	
Taluk offices.		
U.D.C.	1 in each of the Taluk offices at Udipi, Coondapoor, Buttur, Belthangady and Kasaragod	Sanctioned in G.O.Ms.No. 2308 Public dt. 25-11-54 and continued in G.O. Ms.No.1177 Pub. dt. 5-4-55.
Sub Taluk office Hosdrug		
U.D.C.	1	G.O.Ms.No.3125 Pub.RDP dt. 7-10-55
District Treasury		
U.D.C.	1	Sanctioned in G.O.Ms.No.2545 Pub. dt. 16-8-55 retention till 29-2-56 proposed in this office Ref:-M1-20505/55 dt. 22-11-55 to the Board in anticipation of sanction.
Sub Treasuries		
L.D.Cs.	4 in each of the Sub treasuries of Udipi Coondapoor, Puttur Kasaragod and Hosdrug.	Sanctioned in G.O.Ms.No. 2545 Pub. dt. 16-8-55 Retention till 29-2-56 proposed in this office Ref: M1-20505/55 dt. 1-12-55 to Board in anticipation of sanction.

2. Statements showing the particulars of arrears etc., received in the Development section and in the Collector's office Divisional and Taluk offices are enclosed in accordance with the instructions in Board's Ref:R.O.VII C-15485-/55-1 dt. 22-10-55. The work load of 8 cases per day per clerk prescribed for Divisional officers and 6 cases per day per clerk in the Taluk offices prescribed in Board's L.Dis.C-10363/55 dt. 8-12-55 is satisfied in the case of each of the Divisional and Taluk offices. In the Collector's Office the average number of cases received per day per clerk in the Development Section is 19 and the average per day per clerk in the office as a whole is 17 which is much above the prescribed work load.

3. The particulars in respect of the staff in the District Treasury and the Sub treasuries are contained in the detailed reports of the Dy. Officer, South Kanara and the Tahsildars, Kasaragod, Puttur, Udipi, Coondapoor and Deputy Tahsildar, Hosdrug copies of which are enclosed.

4. The Local Development works programme will have to be continued in 1956-57 at least to the extent of spending about Rs.85 lakhs on other than R.W.S. works as only the sanctioned allotment of Rs.7,12,737/- can be spent in 1955-56 and of Rs. 10,67,035/- of Central grant for which works will be sanctioned till the end of 31-3-56. Under the R.W.S.branch of the Local Development works programme also expenditure to the extent of about Rs.5 lakhs will have to be incurred in 1956-57 to complete the works programmed and sanctioned till 31-3-56. The Community Projects Scheme is scheduled to continue till 30-9-56. The National Extension Service Scheme will continue even beyond the period, and additional N.E.S.blocks are likely to be formed when the Community Project Scheme is discontinued. Considering all these aspects, the continuance of the existing staff in the Collector's office Divisional and Taluk offices and in the Dt.Treasury and the Subtreasuries for another year is absolutely necessary to cope with the work. I therefore recommend that the Board may be pleased to obtain the sanction of Government for the continuance of the entire staff for one more year viz., till 30-9-1957 or till the necessity ceases whichever is earlier.

5. In this office Re:-II-20505/55 dt. 12-10-55 I have recommended the appointment of the following additional staff for the Divisional and Taluk offices for Development work.

Revenue Divisional Office, Coondapoor	One Lower Division Clerk.
Revenue Divisional office, Puttur	One Lower Division Clerk and 1 Typist.
Taluk Office, Udipi	One Lower Division Clerk, 1 Spl. Revenue Inspector and 1 peon.
Puttur	One Lower Division Clerk, 1 Spl. Revenue Inspector and 1 peon.
Belthangady Kasaragod Coondapoor	One Lower Division Clerk, 1 Spl. Revenue Inspector, 1 peon. One D.C., one R.I. and one Peon. One Special Revenue Inspector and 1 peon.
Hosdrug Sub Taluk	One Special Revenue Inspector and 1 peon.

The stipulation called for by the Board in its Ref:-T.P.VII-C-14483/55-1 dt. 30-11-55 are contained in the enclosed statement No.II. As the work connected with the Local Development Works programme is considerably heavy in all the offices, I request that the Board may be pleased to obtain the sanction of Government for the appointment of the entire additional staff recommended in my aforesaid report, at a very early date, as the local development works scheme has to be pushed through very vigorously in the months of January, to March, 1956.

6. Early orders on the above proposals are requested.

Yours faithfully
Sd/M.G.Raja Rao,
Collector.

7/36

For Collector.

Copy submitted to the Addl.Secretary to Government Pub(R&D)Dept. Fort St.George, Madras for copy to the Treasury Deputy Collector, South Kanara, Copy to A1. 1 Spare copy to P1.

14.1.56

	June			July			August			September			October			November			Total
Total.	New cases.	Rep- lies.	Total.	New cases.	Rep- lies.	Total.	New cases.	Rep- lies.	Tot- al.	New cases.	Rep- lies.	Tot- al.	New cases.	Rep- lies.	Tot- al.	New cases.	Rep- lies.	Tot- al.	
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38
330	68	272	340	108	432	540	119	476	595	110	476	595	73	292	365	113	452	565	-	-	-
575	145	572	715	188	752	940	163	652	815	149	596	745	146	584	730	128	512	640			
75	21	84	105	29	116	145	24	96	120	20	80	100	17	68	85	25	100	125			
430	105	420	525	162	648	810	180	720	900	219[illegible]	876	1095	127	508	635	132	528	660			
330	84	336	420	108	436	545	72	288	360	108	432	540	66	264	330	90	360	450			
120	25	100	125	20	80	100	25	100	125	23	92	115	20	80	100	9	36	45			
325	75	300	375	84	336	420	87	~~435~~	~~90~~	~~850~~	~~450~~	~~75~~	~~600~~	~~375~~	~~125~~	~~500~~	~~625~~				
								348	435	90	360	450	75	300	375	125	500				
300	55	220	275	69	276	345	59	236	295	41	164	205	39	156	195	48	192	240			
315	50	200	250	70	280	350	45	180	225	24	96	120	53	212	265	40	160	200			
75	20	80	100	62	248	310	56	224	280	75	300	375	65	260	325	53	212	265			
10	1	4	5					Post abolished													
2355	647	2588	3235	901	3604	4505	850	3320	4150	868	3472	4340	681	2724	3405	768	3052	3315			
230	48	192	240	59	236	295	45	180	225	39	156	195	45	180	225	27	108	135			
550	65	252	315	108	432	540	108	432	540	68	272	340	90	360	450	115	460	575			
60	77	308	385	111	444	555	115	460	575	152	528	680	102	408	510	105	420	525			
00	131	524	655	218	872	1090	191	764	955	167	668	835	141	564	705	253	932	1165			
515	75	300	375	122	488	610	104	416	520	98	392	490	79	316	395	202	808	1010			
515	135	540	675	138	544	680	172	688	860	157	628	785	120	480	600	-	-	-			
170	15	60	75	41	164	205	88	156	195	22	88	110	16	64	80	22	88	110			
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
150	544	2176	2720	796	3180	3975	769	3076	3845	684	2736	3420	593	2372	2965	704	2816	3520			
270	69	276	345	85	340	425	76	304	380	76	304	380	41	164	205	76	304	380			
1100	256	1024	1280	179	716	895	194	776	970	140	560	700	256	1024	1280	262	1048	1310			
1570	525	1300	1625	264	1056	1320	270	1080	1350	216	864	1080	297	1188	1485	330	1552	1690			
501	102	408	510	124	496	620	159	636	795	123	492	615	96	384	480	152	608	760	-	-	6362
518	156	360	516	161	320	551	180	720	900	152	608	760	114	456	570	122	488	610	-	-	7042
810	100	320	420	112	530	442	115	460	575	114	456	570	80	320	400	93	372	465	-	-	5036
569	103	600	703	78	310	418	64	256	320	62	248	310	66	264	330	83	432	445	-	-	4727
152	63	21	84	91	22[illegible]	113	89	356	445	112	448	560	109	436	545	63	252	315	-	-	3252
137	98	650	748	83	610	693	77	308	385	77	308	385	46	184	230	52	208	260	-	-	4925
-	-	-	-	-	-	-	71	~~284~~	~~355~~	~~100~~	~~400~~	~~500~~	~~104~~								
							-	-	-	71	284	355	100	400	500	104	416	520	-	-	1575
2200	382	1351	2973	649	2127	2776	604	2756	3120	711	2844	3555	611	2404	3055	669	2676	3345	-	-	32719
265	41	164	205	40	130	200	28	112	140	21	84	120	29	116	145	240	960	4800			
130	36	144	180	32	128	160	30	120	150	29	116	145	35	140	175	33	132	660			
230	57	228	285	44	176	220	46	184	230	34	136	170	46	184	230	21	84	105			
745	134	536	670	110	404	580	104	416	520	87	348	435	110	440	550	294	1176	1470			
305	97	388	485	113	452	565	101	404	505	119	476	595	108	432	540	90	360	450			
195	64	256	320	97	388	485	111	444	555	114	456	570	95	380	475	102	408	510			
90	62	248	310	63	252	315	24	96	120	27	108	135	47	188	235	32	128	160			
	-	-	-	-	-	-	-	-	-	-	-	-	27	108	135	56	224	280			
790	213	892	1115	273	1092	1365	256	1024	1280	280	1040	1300	277	1108	1385	280	1120	1400			
5	27	108	135	24	96	120	16	64	80	15	52	65	15	60	75	6	24	30			
25	46	184	230	64	256	320	40	160	200	35	140	175	47	188	235	35	140	175			
30	73	292	365	83	332	415	56	224	280	48	192	240	62	248	310	41	164	205			
40	154	613	770	117	468	585	101	404	505	68	272	340	71	284	355	56	224	280			
25	74	296	370	65	260	325	79	316	395	89	112	140	145	180	225	54	216	270			

71.2796. 11047.13843.3268.12603.15871.3129.12516.1[illegible]15.2970.11880.14850. 2747.10918 13785.3[illegible]9.12796. 15995. 33541. 131939. 165479

No. of cases [illegible] the Collector's office as a whole during the year till 31.11.55. 15479

Average No. of cases per day per clerk. 17

Sd. x x x
M. G. Roja Ram,
12.1.56

8/36 For Collector.

Collector.

14.1.56

Particulars of currents received in the Collector's office from 1.1.55 to 30.11.55. Statement No.I

Name of Section.	Designation of clerk.	January 1955. New cases.	Rep-lies etc.	Total.	February New cases.	Rep-lies etc.	Total.	March New cases.	Rep-lies	Total.	April New cases.	Rep-lies.	Total.	May New cases
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A-	A1	108	432	540	68	272	340	93	372	465	66	264	330	70
	A2	184	736	920	122	488	610	182	728	910	146	584	730	115
	A3	28	112	140	28	112	140	53	132	185	15	52	65	15
	A4	118	472	590	177	708	885	578	2312	2890	413	1652	2065	96
	A5	76	304	380	104	416	520	122	488	610	63	252	315	66
	A6	25	100	25	29	116	145	56	144	180	47	188	235	24
	A7	144	576	720	90	360	450	91	364	455	63	252	315	65
	A8	65	252	515	60	240	500	59	256	557	286	285	69	240
	A9	49	196	6245	62	248	510	52	208	295	57	228	285	60
	A10	3	12	15	-	-	-	-	-	260	29	116	145	63
	A11									-	43	192	240	15
	Total	798	3192	3990/	740	2960	3700	1246	4984	6230	945	3780	4725	591
B	B1	51	204	255	20	80	100	25	100	125	38	152	190	56
	B2	99	396	495	75	300	375	97	348	435	169	676	845	110
	B3	110	440	550	85	340	425	89	256	445	64	256	320	72
	B4	121	484	605	112	448	560	115	460	575	92	368	460	152
	B5	173	692	865	105	420	525	125	500	625	132	528	660	103
	B6	120	480	600	105	420	525	89	356	445	109	436	545	105
	B7	-	-	-	-	-	-	-	-	-	-	-	-	34
	B8	116	464	580	141	564	705	114	456	570	-	-	-	-
	Total	790	3160	3950	643	2572	3215	644	2576	3220	604	2416	3020	630
E	E1	33	132	165	34	136	[illegible]	38	152	190	43	172	215	54
	E2	167	668	835	156	624	221	221	884	1105	206	824	1030	220
	Total	200	800	1000	190	760	-	259	1036	1295	243	996	1245	274
M (Development Section)	M1	150	450	609	158	420	558	128	405	533	90	360	450	101
	M2	158	615	773	136	520	656	177	420	597	171	420	591	158
	M3	150	450	600	97	388	485	121	340	461	99	290	389	59
	M4	73	400	473	77	460	537	47	300	347	55	450	505	446
	M5	83	300	383	103	400	503	92	18	110	33	9	42	103
	M6	115	400	515	74	360	434	68	418	486	54	298	352	70
	M7	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	738	2615	3353	625	2548	3172	633	1901	2534	502	1827	2329	535
T	T1	21	84	105	26	104	130	53	212	265	62	248	310	53
	T2	25	100	125	35	140	175	28	112	140	27	108	135	38
	T3	44	176	220	42	168	210	264	1054	1320	67	12634	5355	58
	Total	90	360	450	103	412	515	345	1330	1725	760	3040	5200	149
S	S1	111	444	555	60	240	300	81	324	405	99	396	495	81
	S2	59	236	295	60	240	300	39	116	195	52	208	260	39
	S3	132	528	660	72	288	360	83	352	440	97	388	485	58
	S4	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	302	1208	1510	192	768	960	208	852	1040	248	992	1240	178
K	K1	7	28	35	2	8	10	13	52	65	5	20	25	13
	K2	36	144	180	24	96	120	43	172	215	31	124	155	45
	Total	43	172	215	23	104	130	56	224	280	36	144	180	58
R	R1	142	568	710	79	316	395	190	760	950	110	440	550	83
L	K1	59	236	295	45	180	225	42	168	210	22	88	110	25
Total for the whole office.		3162.	12511.	15473.	2045.	10620.	13263.	3825.	13011.	17434.	3476.	15725.	17193.	2528.

This post was started only in September 1955

9645

Total No. of cases received during the year till 30.11.55 by each clerk in the Development Section.

M1	6532
M2	7042
M3	5036
M4	4787
M5	3252
M6	[illegible]
M7	1375 (for three months only)
Total	32719

Average No. of cases per day per clerk in the Development section. 19

No. of clerks in the Development Section. 7 (excluding one Section Head in M.S. No.4 dated 30.11. [illegible] on duty in January 195 .

S.Kamara Collector's office
Mangalore dated 12.1.56.

Statement No. II.

Statement showing the statistics of currents received in 1935 in the Divisional and Taluk offices till the end of October, 35.

	R.D.O's office Coondapoor	R.D.O's office Puttur.	Taluk Office, Udipi	Taluk Office Coondapoor.	Taluk office Puttur	Taluk office, Bellary	Taluk office, Hanagod	Deputy Tahsildar's office, Hadrug.
Total No. of currents received in 1935 till the end of Oct.35 by each clerk in the Development section	2305	2737	4333		3812	3704	3530	
Average per day per clerk	8	12	13		15	16	14	
No. of clerks in the Development section	1 U.D.C.	1U.D.C.	1U.D.C.		1 U.D.C. 1U.D.C.		1 U.D.C.	1 U.D.C. This post was sanctioned in G.O.No. No.3325 Pub.dt.7-10-35 and the incumbent posted is yet join duty
Total No. of currents received in the office as a whole	20265	13388	24520	12300	53055	21403	53230	11765
Average per day per clerk	14	10	13	13	13	17	13	8
No. of typists working in the R.D.O's office, Puttur	1							
No. of pages (single line spacing) typed by each of them per day	42							

9/36

Collector.

By U.O.Raja D.No, 13-1-1936.
Collector.

C 141.36

1321

Copy of Ref:-C.No.F2/9461/55.Accts. of the T.D.C. C.K., to the Collector of South Kanara.

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Local Development works--Additional staff for Dt.Treasury Bangalore--appointment of 1 U.D.C. Further continuance--requested.

Ref:1. Collector's Ref: M1/20503/55 dt. 12-10-55
2. This office Ref: C.No.F2/9461/55 Accts. 27-10-55 and 8-11-55.

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In Collector's Reference cited the Collector was pleased to appoint a Addl. Upper Division Accountant for a period of 3 months from the date of order i.e., from 12-10-55, for the work connected with the local Development works in the Dt.Treasury,Bangalore and I have been asked to examine the need for the further continuance of this staff and to submit suitable proposals in the 3rd week of November, 55 . In this connection I invite your attention to this office references cited and wherein it is proposed to accord sanction for 3 months from the date of appointment i.e.g from 8-11-55, to 7-2-56, instead of from 12-10-55, to 11-1-56 as now ordered and request that the orders passed thereon may kindly be communicated.

2. I have examinedthe need for the continuance of the addl.Upper Division Accountant for local development works and it is needless for me to stress again the necessity for its continuance, especially in view of the fact that several development schemes are in progress. The reasons already furnished in my report Ref:C.No.F2/9461/55Accts. dt. 11-9-55, still holds good now also and on the other hand it is a well known fact that the work connected with the local development works is increasing steadily day by day. The need for the continuance of the addl. staff of 1 U.D.A., further is therefore imperative. I therefore request that the collector may be pleased to accord sanction for the continuance of this Upper Division Accountant for a further period of 1 year from the date of expiry of the present sanction.

/True copy/

Copy of L.Dis.12193/55 dt. 3-12-55 of the Tahsildar, Kasaragod

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Local Development works--special staff for sub Treasuries--continuance proposals submitted.
Ref:-Your Ref:-M1-20503/55 dt. 30-11-1955.

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Proposals for the continuance of the Special staff of 1 U.D.C. at the Kasaragod Sub Treasury upto 15-4-1956 were submitted in this office L.Dis.20073/55 dt. 17-11-1955.

2. A Lower Division Clerk was first posted in Collector's Ref:-A2.27121/55 dt. 1-11-1955. But he did not join duty. Sri A.C.Kamath who was subsequently posted in this vacancy in Collector's L.Dis.22066/55 dt. 23-11-55, actually reported himself for duty in this office on 25-11-1955 forenoon.

/True copy/

Copy of Ref:-C.No.14901/5514 dt. 6-12-55 of the Tahsildar, Puttur.

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Local Development works--special staff for sub treasuries--continuance proposals report. submitted.

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Ref:-Collector's Ref:-M1-20505/55 dt. 8-12-55 and 30-11-55.

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The Local Development Accountant sanctioned for local development works and posted in Collector's A2.27121/55 dt. 1-11-55 to this office joined duty on the forenoon of 8-11-55.

2. The statement showing the statistics of work turned out upto Oct.55 is enclosed. As the Lower Division Accountant is concerned only in accounts the current papers were dealt with by him during Nov.55.

3. In this connection, I submit that the execution of Local Development works have just commenced and bills for part payment etc., will come during the current month. Besides the Local Development works bills of the Tahsildar, Bolthangady, will be also be presented at the Sub Treasury, Puttur as the Bolthangady Treasury is a not paying sub Treasury. I have no ready statistics in respect of the works sanctioned in the Bolthangady Sub Treasury. The particulars may be called for from the Tahsildar, Bolthangady.

4. As kist season will commence from Ja.56 there will be heavy work in the Sub Treasury Puttur and it will be well nigh impossible for the treasury clerks to attend to the Local Development works bills which will

increase every day. I therefore submit that the post of Lower Division Accountant sanctioned in Collector's M1.20505/55 dt. 12-10-55 may be continued till 31-3-1956.

/True copy/

Copy of L.Dis.11690/55 of the Tahsildar, Udipi.dt. 8-12-1955

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Local Development works--special staff for Sub Treasuries continuance proposals submitted.
Ref:-Collector's Ref:-M1-20505/55 dt. 12-10-55 and 30-11-55.

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The Special staff of one L.D.C. was sanctioned to this Sub.Try. in Collector's reference cited above, The additional clerk joined duty on 15-10-55. As almost all the local development works bills have to be cashed in the months of January, February and March, 56, I reque that the additional Clerk may be retained for a further period of six months. Statistics showing the number of bills encashed and number of chalans received in respect of Local Development works are concerned.

/True copy/

Statistics showing the number of Bills in respect of Local Development works encashed and number of chalans received in Udipi Sub Treasury from Jan.55 to Nov.55.

Month.	No. of bills encashed.	Amount	No.of chalans received	Amount	Remarks.
January,55	2	1078-0-0	1	2-0-0	
February,55	3	4240-0-0	1	875-0-0	
March,55	41	41410-2-0	-	-	
April,55	1	67-0-0	3	2750-0-0	
May,55	2	71-0-0	5	11063-0-0	
June,55	17	17489-2-0	2	750-0-0	
July, 55	7	5379-0-0	2	2500-0-0	
August, 55	13	9928-0-0	-	-	
September, 55	22	19594-15-0	3	1500-0-0	
October, 55	7	5393-0-0	2	2000-0-0	
November, 55	11	10325-0-0	4	2850-0-0	

/True copy/

Copy of Ref:-A4-8501/55 dt. 20-11-55 of the Tahsildar, Coondapoor.

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Local Development works--Special staff for Sub Treasury--appointment further retention--proposals report.
Ref:1. Your Ref:M1-20505/55 dt. 25-8-55.
2. This office Ref:A4-6948/55 dt. 7-9-55
3. Your Ref:-M1 20505/55 dt. 12-10-55.
4. This office Ref:-A4-8501/55 dt. 16-11-55.

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The sanction accorded for the employment of one Lower Division Accountant in this Sub.Try. to cope with the work relating to Local Development Schemes, N.E.S., Schemes etc., would expire on 11-1-1956 afternoon. I have in para 4 of your proceedings cited (3) been asked to submit proposals for the further retention of this Lower Division Accountant by the third week of this month. Though the post was sanctioned from 12-10-55 it has not been filled up so far. Hence the particulars of work turned out by this clerk, cannot be separately furnished now . The volume of work in this branch is however now only increasing day by day with the fair season commencing. The employment of this additional Lower Division Accountant in the Accounts branch is therefore real necessity from now on. The number of bills and currents in connection with the Local Development works, etc., will be large enough from the next month onwards as the works under the several schemes have to be pushed through and completed and paid for by the en of March, 56.

I therefore recommend that the post of the one Lower Division Accountant sanctioned for this Sub Treasury remaining unfilled so far may be ordered to be retained till 31-3-1956.

/True copy/

10/36

For Collector.

14-1

Copy of Ref:-9965/55-A3 dt. 12-12-55 of the Deputy Tahsildar, Hosdrug.

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Local Development Works-Special staff for District Treasury and Sub Treasuries--further continuance proposals--submitted.
Ref: Your Ref:-20505/55 dt. 13-10-55.

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The L.D.C. sanctioned to this office in Collector's proceedings cited has joined duty only on 7-11-55. The number of bills challans and current papers received in connexion with L.D.Works by this L.D. clerk are furnished below:-

Bills	Challans	Current papers.
80	1	50

Besides this has to submit 6 monthly periodicals also.
The period of sanction of the above post expires on 11-1-56. There sufficient work for this L.D.clerk and hence I request that further continuance of the post for a period of three months may be got sanctioned.

/True copy/

Copy of Ref:-C.No.18435/55-B4 dt. 7-11-55 of the Tahsildar, Mangalore.

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Local Development 1955-56 works in Mangalore Municipal Area--Extension of the Casela High School Building at Jeppoo included in programme execution sanction of an Upper Division Clerk for consequential additional work proposals submitted.

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Ref: 1. Collector's proceedings Dev.Urgent Ref:M1-22682/55 dt. 3-9-55 and
2. Collector's Proceedings Dev.Urgent Ref:C.No.22682/55 dt. 13-10-5

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Now that the work pertaining to the Extension of the Casela High School Building at Marnamikatte, Jeppoo, in Mangalore Municipality has been included by the Collector, S.K. in the Local Development works programme for 1955-56 (i.e., the current official year) in his proceedings cited second, the work has to be got executed and the several particulars and accounts received and submitted to the Collector promptly. All this involves a very considerable additional work on my existing already over worked limited staff. Time and again I have been pressing for the restoration of the clerical staff retrenched all too-suddenly on the implementation of the scheme of separation of the Judiciary from the Executive. My request has not been complied till now. As already submitted, it is not possible for me to get the additional work done by the existing staff. If the progress of the work should be watched and the requisite details etc., submitted to the Superior officers including the Collector promptly, I request that one Upper Division Clerk on the usual scale of pay and allowance for a period of 6 months for the present may be sanctioned exclusively for the work and an efficient hand posted quickly to ensure the timely execution of the work and its prompt payment. As it is, this taluk is totally understaffed.

2. In this connection, I submit that as many as 324 items of loans involving several thousands of rupees (1st instalment dues alone being in the boardorhood of Rs.18000/- have been granted by the C.P.Department in respect of this Taluk. Detailed ledgers have to be maintained clearly and correctly in respect of these items, their recovery watched minutely and recorded promptly and correctly and properly accruded for. The periodical returns due in respect of them have also to be sent in time. In very many cases, issue of distraint orders is necessiated. And their execution too, will have to be watched carefully. For all these and other incidental clerical work I have absolutely no additional hand. The work has to be extended to by the already over-worked meagre staff of this office.

3. To make matter worse I have been directed to receive store despatch and account for as large a quantity as 220 tons of cement on behalf of the Rev.Divl.Officer,Puttur in this Ref:-K.19262/55 dt. 4-11-55 to the officer-in charge of the cement marketing Co. of India Ltd., Coimbatore, copies to the Collector of South Kanara. Please see also Collector's proceedings No.Nil dt. 5-11-55. This is in connection with the L.D.Works of Puttur Rev.Division. I have no special staff either executive or clerical to discharge these additional duties.

4. In the above circumstances and in view of the extreme urgency involved I request that my request for the sanction of a U.D.C. may be

16

sanctioned. Already one Upper Division Clerk was sanctioned for each of the Taluk Offices. But no clerk was given to this Taluk as there was no L.D. Works formerly.

6. I am submitting this proposal with reference to paragraphs of Collector's reference No. M.22082/55 dt. 3-2-55.

/True copy/

11/56 For Collector.

14.1.56

Statement showing the particulars of the increasing works in the Taluk office, Puttur on account of Local Development works.

Taluk office,		No. of challans received receipts		No. of vouchers received payments	Correspondence work. No. of currents received per month			No. of works programmed	No. of works under execution	No. of works pending execution	Existing Additional Staff.
~~Puttur~~		L.D.	Works		L.D. works	Receipts clerk	Disbursement clerk	L.D. works Clerk			
Puttur	March	1351	25	1500	45	77	81	41	103	76	27
	April	707	30	636	48	66	91	39	cost	cost	
	May	880	47	723	70	69	123	37			
	June	934	33	810	65	86	94	33			
	July	1109	35	756	71	118	99	78			
	August	1042	45	721	80	133	76	100	Rs.	Rs.	Rs.
	September	1047	40	667	75	112	70	83	368670-0-0	279970-0-0	72350-0-0
	October	1418	45	605	60	84	80	62			

One Lower Division Accountant sanctioned upto 31-3-56 in G.O. 2995 Rev. Dt.18-10-55

/True copy/

12/36

For Collector.

Copy of letter No. Ref.M1.20505-55 dated 31.1.1956 from the Collector of South Kanara, to the Secretary to the Commissioner of Food Production, Board of Revenue (FP), Chepauk, Madras-5.

Community Development - L.D. Works - Community Projects and National Extension Service - Additional staff for Collector's Office - continuance - Proposals.

Read: G.O.Ms.No.2545, Public (RDP) Department, dated 16.8.1955.
My Report Ref.M1.20505-55 dated 8.9.1955.
My Report Ref.M1.20505/55 (2) dated 8.9.55.
Board's Ref.No.F.P.VII-C.37067-55-1 dated 1.10.1955.
My report Ref.M1.20505/55-(1) dated 2.11.1955.
Board's Ref.F.P.VII-C.42486-55-5 dated 9.1.56.
My letter Ref.Mm.1.20505/55 (1) dated 12.1.56.

With reference to para 1 of the G.O. first cited, the sanction for the post of a upper division clerk in the Collector's Office, expired on 22.12.1955. I have already submitted by report in the first instance in my reference cited (5) above requesting the continuance of the post till 31.3.1956 and further I have requested in my reference cited (7) above that the post along with the other additional staff may be continued till 28.2.1957. I have not received an orders so far. I have retained the post, in anticipation of sanction My action may be approved.

/True copy/

Copy of letter No. Ref.32843/55 dated 1.1.1956 from the Collector of South Kanara, to the Secretary to the Commissioner of Food Production Chepauk, Madras-5.

Establishment - Temporary - Collector's Office, Mangalore staff for Community Development Programme - Further retention.

Ref: Government Endt.No.68726-RDP VII-55-1 dated 6.1.56 addressed to the Board of Revenue.

In invite attention to my report Ref.M1.20505/55 dated 12.1.1956 in which proposals for the further continuance of the special staff sanctioned and continued in the following G.Os. have been submitted.

G.O.Ms.No.	2308,	Public	dated 25.11.1954.
"	1177	"	dated 5.4.55.
"	2545	"	dated 16.8.55.
"	3125	"	dated 7.10.1955.
"	4026	"	dated 20.12.55.

R These proposals cover the ministerial staff in the Collector's Office for Development Work with the only exception of the post of the U.D.C. continued in G.O.Ms.No.383, Public (RDP) dated 11.2.1955 The statistics furnished in the above report cover this post also. The continuance of the post along with the other staff is absolutely necessary as the N.E.S. Scheme is progressively being extended in this District and the work is on the increase. I request that sanction of Government may kindly be obtained for the further continuance of this post also along with the other staff referred to by me in my letter Ref.M1.20505/55 dated 12.1.56 for a further period of one year from 1.3.1956.

/True copy/

V. K. Balakrishna 17/3

For Additional Secretary.

kk.15.3 17.3.1956

III
PUBLIC (RDP)/DEPARTMENT

ABSTRACT:

C.D. -C.P., N.E.S. and L.D.Works Schemes -Temporary staff sanctioned for the Collector's Office, South Kanara District- Continuance ~~and~~ Sanction of additional staff -Ordered accordingly.

Read again: G.O.Ms.No.4026, Public (RDP) d/20.12.1955.
G.O.Rt.No.452, Public (RDP) dated 8.3.1956;

Read also: From the Board of Revenue No.F.P.VII-C.4240/56-1 dated 14.3.1956.

—

G.O.Ms.No. 1587 D/ 4.5.1956

Sanction is accorded to the further continuance till 28.2.1957 of the temporary post of additional U.D.Clerk sanctioned in the G.O first cited for the Office of the Collector of S.Kanara to cope up with the increase of work connected with the C.P., N.E.S. and L,D.Works schemes.

2. Sanction is also accorded to the employment of one additional L.D.Clerk and one Typist in the Office of the Collector of S.Kanara ~~and one Typist in the Office of the Collector of South Kanara~~ on the usual scales of pay and allowances for a period upto 28.2.1957 from the date of employment or till the need therefor ceases whichever is earlier.

3. The expenditure should be debited to "25.General Administration -District Administration -S.General establishments".

4. The attention of the Board of Revenue is invited to the G.O.second cited wherein orders have been already issued sanctioning the continuance of the remaining temporary staff in the office of the Collector of S.Kanara as well as in the Divisional offices and Taluk offices, District and Sub-treasuries.

To
The Board of Revenue.
The Collr. of S.Kanara.
The A.G. thro' Fin. (2 copies).
Accounts A.
Finance Department.

S/F. s/c. DESPATCH BRANCH
Van.
Post.
Dispatched by Postal Post.
Messenger.
Date Dispatcher's Initials.

PUBLIC (RDP-III) DEPARTMENT.

G.O.Ms.No. 1587/56 dt 4-5-56.

Sub: C.D. -C.P., N.E.S. and L.D.Works Schemes -Temporary staff sanctioned for the Collector's Office, South Kanara District -Continuance and sanction of additional staff -Proposals.

Ref: From the Board of Rev. Ref.No.F.P.VII-C.4240/56-1 dated 14.3.1956.

Please see the reference from the Board of Rev. on pp.1-2 C.F. The Collector of S.Kanara has submitted proposals through the Board of Revenue for the continuance of the temporary staff sanctioned for his Office as well as additional staff for attending to the work connected with the C.P., N.E.S. and L.D.Works Schemes. The following staff have been sanctioned for the Collector's Office.

1 Deputy Tahsildar

5 Upper Division Clerks

1 Typist &

1 Peon

Sanction has already been accorded to the continuance of the above posts except one U.D.Clerk sanctioned in G.O.Ms.4026, Public (RDP) dated 20.12.1955.

The Collector of S.Kanara has stated that the present staff will not be sufficient to cope up with the work in his Office. He has also furnished statistics of currents received in his Office as well as in the Development section. It is seen that the average receipt of currents per clerk per day works out to 19 in the development section in his Office and 17 in the Office as a whole which is much above the prescribed yardstick of 10 currents per day per clerk. Sanction has now to be accorded to the continuance of the post of additional U.D.Clerk sanctioned in G.O.Ms.No.4026, Public (RDP) dated 20.12.1955. In the circumstances stated, sanction may be accorded to the continuance of this additional post of U.D.Clerk upto 28.2.1957.

The Collector of S.Kanara has also asked for the sanction of an additional post of Typist and L.D.Clerk. At present there are 6 Typists and 2 L.D.Clerks for comparing work in the Fair Copy section of the Collector's Office. The Collector

C.M. 39068 (RDP) III/56

has stated that the average number of pages each typist is typing is 47 to 48 pages of double line foolscap size papers per day or 13 pages of single line foolscap size papers. According to this standard, 11 typists are required for this Office where as there are only 6 typists working at present. All the fair copies prepared by the 6 typists have to be compared by only two L.D.Cs. It is stated, that they find it very difficult to complete all the drafts received in the course of the day. He has therefore requested that one post of L.D.Clerk and one post of Typist may be sanctioned for his office for a period upto 28.2.1957 or till the necessity therefor ceases, whichever is earlier. The Board has also recommended the proposals of the Collector. A draft order is submitted below for approval. Finance may see before issue.

20/4/56

Pub (RDP) III Dept

Finance U.O.No.39063 RDP III/56-1 20.4.56.

EI 23 APR 1956 38892 FINANCE

Finance (E.I.)

The draft order below may be accepted. The extra cost involved Rs 2500 p.a. recurring

30/4/56 30/4/56 30/4/56

ASSISTANT SECRETARY TO GOVERNMENT 2-MAY 1956 60977

Pub (RDP) Finance U.O. 38892-EI/56-1 30.4.56

Public Notes

Please see the note Finance dept notes on p. 2 above: the draft order may now issue

PS
3/5

VC
3.5.80